

SAN JOSE CHARTER ACADEMY BOARD OF DIRECTORS
MINUTES
REGULAR MEETING
HELD AT 2021 W. ALWOOD ST., WEST COVINA, CA 91790
Elementary Cafeteria

December 5, 2017

4:30 p.m.
Regular Session

I. CALL TO ORDER: 4:48 p.m.

II. CLOSED SESSION 4:48 p.m.

a. Employee Compensation

III. OPEN SESSION 5:02 p.m.

a. Flag Salute

b. Roll Call

BOARD OF DIRECTORS

Matt Smith x

Tony Song x

Dave Wallach x

Jeff Coronado x

Lisa Avakian Ab.

Executive Director

Dr. Denise Patton x

IV. PRESENTATIONS – SJCA Football Team – 2017 League Champions

The SJCA Board of Directors recognized the SJCA football teams for achieving the status of 2017 League Champions. Mr. Smith presented the team with a championship banner to be hung in the Junior Academy.

V. REPORT OF ACTION TAKEN IN CLOSED SESSION

In closed session the Board approved a salary increase of 1% for certificated and classified employees effective January 1, 2018. In addition, the Board approved the awarding of a 1% Performance Recognition bonus to all employees.

VI. BOARD OF DIRECTORS' REPORTS

Anything individual Board members wish to report on since the last meeting. This may include school events, visits, community events, etc.

Mr. Smith was happy to see the new drop off and pick up zones are working well. He recognized the additional staff on duty and was very appreciative. Dr. Patton praised Ms. Shiroma and her team for the effective planning and implementation of the new procedures.

Mr. Coronado echoed the comments made by Mr. Smith and Dr. Patton.

VII. ITEMS FROM THE FLOOR/PUBLIC COMMENT

Those who wish to address the Board of Directors on any items are requested to fill out a speaker's card and leave it with the Board Chairperson prior to the item being called. Please note: these are given to the Chairperson so that he can call speakers up at the appropriate time. Speakers wishing to address the Board on any matter not on the agenda may do so during "Items from the Floor/Public Comment" section. Please keep your comments to 3 minutes or less and try to not be repetitive. We will hear comments on any one topic for taking action on oral requests but may refer the matter to staff or to a subsequent meeting.

VIII. BUSINESS SESSION

A. Organizational

1. #153 Approval of Agenda and Consent items

Moved by Mr. Wallach and seconded by Mr. Song to approve the agenda and consent items for the regular meeting of December 5, 2018.

Ayes 4 Noes 0 Abstain 0

Smith x Song x Wallach x Coronado x Avakian

Consent

2. **#154** Approval of Minutes

Moved by ___NA_____ Seconded by _____

To approve the minutes of the regular meeting of November 14, 2017.

Ayes _____ Noes _____ Abstain _____

Smith___Song___Wallach___Coronado___Avakian___

B. Education

3. Report of Information: LCAP Progress Report

Dr. Patton will provided the Board with an update on the progress being made towards LCAP implementation.

4. Report of Information: 10 Reasons SJCA is the Place to Be!

Administration shared this informative communication with the Board. The document will be shared with the school community during the Winter Break.

C. Business

Consent

5. **#155** Purchase Orders

Moved by ___NA_____ Seconded by _____

To approve/ratify listed purchase orders.

Ayes _____ Noes _____ Abstain _____

Smith___Song___Wallach___Coronado___Avakian___

Consent

6. **#156** Warrant Approvals

Moved by ___NA_____ Seconded by _____

To approve Warrants as presented.

Ayes _____ Noes _____ Abstain _____

Smith___ Song___ Wallach___ Coronado___ Avakian___

Consent

7. **#157 Donations**

Moved by ___NA___ Seconded by _____

To approve donations made to SJCA as presented.

Ayes _____ Noes _____ Abstain _____

Smith___ Song___ Wallach___ Coronado___ Avakian___

8. Report of Information: 1st Interim PowerPoint

Kathy Cooper presented an overview of the 1st Interim Budget.

9. **#158 1st Interim Budget**

Moved by Mr. Wallach and seconded by Mr. Song to approve the 2017-2018 1st Interim budget.

Ayes 4 Noes 0 Abstain 0

Smith x Song x Wallach x Coronado x Avakian ___

10. Report of Information: 2016 Audit

Mrs. Cooper provided details of SJCA's recent audit. There were no findings.

11. **#159 CA Charter School Association Membership**

Moved by Mr. Wallach and seconded by Mr. Song to approve SJCA's membership in the CA Charter School Association.

Ayes__4__ Noes__0__ Abstain__0__

Smith__x__ Song__x__ Wallach__x__ Coronado__x__ Avakian__

12. **#160** Salary Schedules

Moved by Mr. Song and seconded by Mr. Wallach to approve the revised salary schedules.

Ayes__4__ Noes__0__ Abstain__0__

Smith__x__ Song__x__ Wallach__x__ Coronado__x__ Avakian__

D. Personnel

Consent

13. **#161** Personnel Report

Moved by __NA__ Seconded by _____

To approve/ratify personnel as presented.

Ayes _____ Noes _____ Abstain _____

Smith____ Song____ Wallach____ Coronado____ Avakian____

IX. INFORMATION SESSION

1. Board of Directors' discussion

Mr. Wallach congratulated the football team and the coaches. He expressed his appreciation for the banner provided by Mr. Smith.

2. Dates to remember

- Canned Food Drive
- Padres Contra El Cancer Toy Drive
- Dec. 6th: 3:00 School Site Council, 6:00 Choir Winter Concert

- Dec. 11th – 6:00 PTO Meeting
- Dec. 13th: 6:00 Band Winter Concert
- Dec. 15th: Minimum Day – Dismissal 12:45
- Dec. 16th: Builder’s Club Bell Ringing for Salvation Army (Mr. Manning & Dr. Patton, too)
- Dec. 18th – Jan. 7th: Winter Break
- **Next Board Meeting – Jan. 9, 2018: 5:00 p.m.**

X. There being no further business to come before the Board of Directors, the regular meeting of December 5, 2017 is adjourned at
___ **6:30** _____ p.m. by **Chairman Matt Smith** _____.